

**Income Tax Prepayment** (This is NOT an extension form)**Prepayment**

Use this form to make income tax prepayments toward your tax liability prior to the due date of your return. Prepayments may not be necessary if the required taxes are withheld (W-2, TC-675R, etc.). Use the worksheet below to help determine if you will meet the required tax payment.

**Automatic Extensions**

Utah taxpayers are automatically allowed a six month extension to file their income tax returns - **NOT** to pay their taxes. No extension form is required. Do not use this form unless you are making a prepayment.

However, if taxpayers do not make the required tax payments by the original return due date a penalty may be assessed. The required payment must equal the lesser of 90 percent of your current year tax liability or 100 percent of your previous year tax liability, before credits (see line 18 on 2002 Utah Income Tax Return). A payment may be in the form of withholding (W-2, TC-675R, etc.), previous year's refund applied to current year, or prepayments made on or before the tax due date.

Use the worksheet below to calculate your required tax payment to prevent penalties.

**Penalty**

If your tax payments do not equal the lesser of 90 percent of your current year tax liability or 100 percent of your previous year tax liability, a penalty of 2 percent of the unpaid tax will be assessed

for each month of the extension period. Also, a late payment penalty will be imposed if the entire balance (tax, penalty, and interest) is not paid when the return is filed. In addition, a late filing penalty will be imposed if the return is filed after the extension due date.

**Interest**

The calendar year interest rate applicable for all taxes and fees administered by the Tax Commission shall be two percentage points above the federal short-term rate in effect for the preceding fourth calendar quarter. Interest will be assessed from the original due date until paid in full. For information, request form TC-15, Applicable Interest Rates, by calling or writing the Utah State Tax Commission at the address and telephones numbers shown below.

**Where to File**

Mail or deliver the completed form and prepayment to:

**Income Tax Prepayment**  
**Utah State Tax Commission**  
**210 N 1950 W**  
**Salt Lake City, UT 84134-0200**

**Telephone Numbers and Web Site Information**

For telephone assistance dial (801) 297-2200, or 1-800-662-4335 if outside the Salt Lake City area. Our web site is [www.tax.utah.gov](http://www.tax.utah.gov).

If you need an accommodation under the Americans with Disabilities Act, contact the Tax Commission at (801) 297-3811 or Telecommunication Device for the Deaf (801) 297-2020. Please allow three working days for a response.

**Prepayment Worksheet:** Use this worksheet to calculate your required prepayment. Pay the amount on line 11 on or before the filing deadline.

1. Income tax you expect to owe this year ..... 1. \$ \_\_\_\_\_
2. Rate to determine minimum payment ..... 2. **x .90**
3. Multiply line 1 by rate on line 2 ..... 3. \_\_\_\_\_
4. Utah income tax withheld as shown on W-2's and TC-675R's for this year ..... 4. \_\_\_\_\_
5. Tax prepayments made for this year ..... 5. \_\_\_\_\_
6. Total prepayments for this year (add lines 4 and 5) ..... 6. \$ \_\_\_\_\_
7. Amount required to equal 90 percent (subtract line 6 from line 3). If less than zero, enter "0" ..... 7. \$ \_\_\_\_\_

8. Utah tax liability for preceding year (as filed, amended, or audited) ..... 8. \_\_\_\_\_
  9. Prepayments from line 6 above ..... 9. \_\_\_\_\_
  10. Amount required to equal previous year's liability (subtract line 9 from line 8) ..... 10. \_\_\_\_\_
  11. Lesser of line 7 or line 10. Enter this amount on the form below and send form with payment. .... 11. \$ \_\_\_\_\_
- Do not file this form if your tax liability is zero or if you are getting a refund.**

**SEPARATE AND RETURN ONLY THE BOTTOM PORTION WITH PAYMENT. KEEP TOP PORTION FOR YOUR RECORDS.**

**Income Tax Prepayment**

Tax type <b>04 PP</b>	Tax year this prepayment is for
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Make check or money order payable to the Utah State Tax Commission. **Do not send cash. Do not staple.**

For Office Use Only

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Mail to: Utah State Tax Commission 210 N 1950 W, SLC UT 84134-0200

**TC-546**  
Rev. 2/03

Full name		Social Security no.	
If married, spouse's full name		Spouse's Social Security no.	
Address			
City	State	Zip code	
Prepayment amount enclosed		\$	00

**INCOME**